

CITY HALL
200 N. Spring Street
Room 470
Los Angeles, CA 90012
(213) 473-7007
Fax (213) 847-0707



DISTRICT OFFICES:

Pacoima Office
13520 Van Nuys Blvd., Ste. 209
Pacoima, CA 91331
(818) 485-0600
(818) 896-9250 Fax

Sylmar Office
13517 Hubbard St.
Sylmar, CA 91342
(818) 756-8409
(818) 362-4857 Fax

RICHARD ALARCÓN
Councilmember
Seventh District

February 1, 2013

Hon. Herb J. Wesson, Jr.
City Hall Office
200 N. Spring Street, Room 430
Los Angeles, CA 90012

RE: Training Program for incoming members of the Los Angeles City Council

Dear Council President Wesson,

In response to your request that I begin working with the Center for the Study of Los Angeles at Loyola Marymount and your office to create a training program for incoming members of the Los Angeles City Council, I have prepared a draft agenda for an initial, two-day program. This draft agenda was created in concert with Dr. Fernando Guerra and his team at the Center for the Study of Los Angeles and is submitted on behalf of the both of us.

I wanted to call your attention to a few logistical items regarding the program. The first is that because the Councilmembers will have been elected by this point, they are required to comply with the Brown Act. This means that we will need to be very diligent in regulating the number of current and incoming Councilmembers allowed to be together at any given time. The agenda accounts for this legal requirement.

Secondly, you'll notice that we include breakfast (2x), lunch (2x), dinner, transportation and lodging in the program. I would like to work with you to determine which organizations you would like to target for sponsorships. I have included suggestions in the draft agenda, but would like feedback from you on this piece, in terms of targets and who will be doing the outreach and requesting the sponsorships. We also need to ensure that all the elected officials and Councilmembers-elect who receive any of the meals, transportation or lodging comply with the City Ethics rules regarding gift limits. I will work with Heather Holt to ensure that we are clear on the rules and that the program fits within these guidelines.

Finally, while this agenda is very full, it does not cover a number of key areas that could potentially be of interest to incoming Councilmembers. This includes providing information on the LAPD, LAFD, Public Safety and Disaster Response; information on the Department of Public Works and what they can provide for Council Districts and Council members; further clarifying information regarding the City's new Economic Development program; and other key areas of interest to members of the Los Angeles City Council. I would recommend that you develop an ongoing training program to augment this initial overview.

I look forward to your feedback, ideas and questions regarding this proposal, and moving forward in the implementation of this program.

Yours truly,

RICHARD ALARCÓN
Councilmember, District Seven